



## BOARD OF COMMISSIONERS' MINUTES

Tuesday, September 25, 2018, 10:00 A.M.

Willowbank Office Building  
420 Holmes Street, Room 146  
Bellefonte, PA 16823

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### I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was called to order at 10:00 AM on September 25, 2018 by Chair of the Board, Michael Pipe.

### II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Chair; Commissioner Mark Higgins; Commissioner Steven Dershem; Administrator, Margaret Gray; and Executive Assistant, Natalie Bird.

County personnel present included Lauren Miller, Bryan Sampsel, Matt Milliron, Tom Martin, Natalie Corman, and Linda Marshall.

Visitors present included Missy Schoonover and Brodie Dalton.

Representatives from the news media included Carol Terracina and Sarah Paez.

CNET staff were present.

### III. PUBLIC COMMENT

### IV. MEETING MINUTES

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the Tuesday, September 18, 2018 Board of Commissioners' meeting.

### V. CHECK RUN

Commissioner Higgins announced that the check of the week was to Joel Confer Ford in the amount of \$5,204.04. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the check run in the amount of \$842,642.36 dated September 21, 2018.

### VI. ADMINISTRATOR'S REPORT

Margaret Gray reported that last Thursday, the Commonwealth announced the recipients for \$6.8 million in Keystone Grant funding for public libraries. Across Pennsylvania, the grant was awarded to 27 libraries in 18 counties. The Commissioners adopted a resolution in June to submit an application. The Holt Memorial Library in Philipsburg was one of the successful applicants and will use the funding to upgrade their HVAC system.

VII. ABC APPOINTMENT

The citizens listed in the table below have offered their time and energy to serve on the indicated authorities, boards or committees.

ABC	Name	Action	Term
Higher Education Authority	Kevin Babe	Re-Appointment	1/1/2019 – 12/31/2023

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the ABC re-appointment.*

VIII. CONTRACTS

- A. Prison – Contract addendum for the extension of the Comprehensive Health Service Agreement with PrimeCare Medical, Inc. to include the cost of living increase. The contract total is \$875,288.16 for the period of January 1, 2019 through December 31, 2019 – Dept. 333.

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract addendum with PrimeCare Medical, Inc. to next week's Consent Agenda.*

B. Planning

- i. Linda Marshall introduced a Memorandum of Agreement (MOA) between the County and Centre County Housing and Land Trust (CCHLT) for the purpose of designating up to five (5) hours per week of work time to provide administrative support to CCHLT. The agreement is the period of November 1, 2018 through October 31, 2019. Missy Schoonover, Executive Director of CCHLT explained that the County's support is crucial. They currently have two developments approved, but not finalized, in Ferguson Township that will provide over 200 workforce-housing units – Dept. 151.

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the Memorandum of Agreement with CCHLT to next week's Consent Agenda.*

- ii. Matt Milliron presented a professional services agreement with SEDA-Council of Governments (SEDA COG) to undertake environmental reviews to include the eight-step flood plan review for the Masullo Park Handicapped Stream Access Project in Bellefonte Borough. The contract total is estimated at \$4,000 and should any environmental issues be identified or additional services required, not to exceed \$7,000 for the period of September 1, 2018 through September 1, 2020. Costs will be invoiced to the Bellefonte Borough CDBG funds – Dept. 817.

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the professional services agreement with SEDA COG to next week's Consent Agenda.*

C. Human Services

- i. Natalie Corman provided an overview of the Human Services Block Grant Annual Report for Fiscal Year 2017-2018. During the last Fiscal Year, 4,193 clients were served, \$5,533,417 were spent and \$274,000 were retained. The retained money will be used to fund the Housing Specialist position and begin a crisis diversion program - Dept. 580.

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the report to next week's Consent Agenda.*

- ii. Adult Services – Natalie reviewed the State Food Purchase Program (SFPP) Expense and Data Report for Fiscal Year 2017-2018. The total funds expended as of June 30, 2018 were \$95,029 across the County's eight State funded food pantries – Dept. 501.

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the report to next week's Consent Agenda.*

- D. District Attorney – Lauren Miller requested that the Board approve submission of a grant renewal application to the Pennsylvania Commission on Crime and Delinquency (PCCD) for the Rights and Services Act (RASA) and Victims of Juvenile Offenders (VOJO). The project total is \$311,054 which is State funded as follows: RASA \$248,824 and VOJO \$62,230 for the period of January 1, 2019 through December 31, 2020 – Dept. 221.

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the grant renewal application.*

IX. CONSENT AGENDA

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the Consent Agenda.*

- A. Emergency Communications – Contract renewal with Snow Shoe Summit Lodge Corporation for the land lease agreement that houses a 9-1-1 Communications tower structure, equipment building, and perimeter chain link fence. This is the first of three additional five (5) year automatic renewal lease terms per the original lease agreement effective October 5, 2013 through October 4, 2033. This renewal includes a five (5) percent yearly escalator, the contract rates are as follows:

- i. 2018 total is \$2,680.19
- ii. 2019 total is \$2,814.20

- iii. 2020 total is \$2,954.91
- iv. 2021 total is \$3,102.66
- v. 2022 total is \$3,257.79

The total lease agreement is \$14,809.75 for the period of October 5, 2018 through October 4, 2023 – Dept. 354.

- B. Facilities Management - Contract with David M. Maines Associates for the Sheriff's Office Roof Replacement project. The contract total is \$188,715 for the period of September 25, 2018 through November 30, 2018 - Dept. 971.
- C. MIS/RBA – Authorize payment to Superion, LLC in the amount of \$56,936.38 for the following items:
  - i. \$34,069.98 for Superion to provide maintenance and support for the Finance Plus software for the period of February 1, 2018 through January 31, 2019 – Dept. 142.
  - ii. \$9,566.25 for third party licenses with Optio ECI, Four J, MKS SQL, and BI Analytics (Cognos) for the period of September 1, 2017 through August 31, 2018 – Dept. 142.
  - iii. \$10,044.32 for third party licenses with Optio ECI, Four J, MKS SQL, and BI Analytics (Cognos) for the period of September 1, 2018 through August 31, 2019 – Dept. 142.
  - iv. \$3,255.83 for training and other costs related to the Finance Plus upgrade – Dept. 142.
- D. Human Services
  - i. MH/ID/EI – D&A
    - 1. Department of Drug and Alcohol Programs (DDAP) Report for Fiscal Year 2017-2018 – Dept. 562.
    - 2. Addendum No. 2 to the contract with Cen-Clear Child Services, Inc. to allow for \$17,000 in additional funds to provide additional early intervention services. This increases the contract maximum from \$77,000 to \$94,000, which is funded as follows: State \$84,600 and County \$9,400 for the period of July 1, 2017 through June 30, 2018 – Dept. 561
    - 3. Addendum No. 2 to the contract with Strawberry Fields, Inc. to allow for \$50,000 in additional funds to provide additional early intervention services. This increases the contract maximum from \$350,000 to \$400,000, which is funded as follows: State \$360,000 and County

\$40,000 for the period of July 1, 2017 through June 30, 2018 – Dept. 561.

4. Interagency agreement with the Centre County Local Interagency Coordinating Council (LICC) to provide collaboration of agency resources between Centre County Early Intervention, Central Intermediate Unit #10, Tyrone Area School District, and Cen-Clear Child Services, Inc. The contract total is \$1,000, which is funded as follows: State \$500 and Central Intermediate Unit #10 \$500 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
5. Agreement with Tuscarora Intermediate Unit 11 (TIU) to allow TIU, through the Department of Education –Office of Child Development and Early Learning to disburse grant funds to approved grantees for training and technical assistance to early intervention programs. These State funds have been awarded to programs to focus on a program priority area addressing social relationships, language, and early literacy or early childhood outcomes. The total grant is \$15,000 which is State funded for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
6. Contract renewal with Beacon Light Behavioral Health Services to provide mental health services including outpatient mobile medication equipment. The contract total is \$35,000, which is funded as follows: State \$33,387 and County \$1,613 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.

- X. DISCUSSION ITEMS
- XI. RECOGNITION
- XII. C-NET REQUESTS

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the following CNET requests.*

- A. Sponsorship for the taping of the Domestic Violence Awareness Month Event to be held at the Courthouse Annex on Tuesday, October 9 at 12:00 PM.
- B. Sponsorship for the taping of the Congressional Candidates Forum on Monday, October 22, 2018 at 8:30 PM in the State College Borough Council Chambers.
- C. Sponsorship of a bulletin board message for the Congressional Candidates Forum to be advertised October 8 – 22, 2018.

XIII. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 109,429 registered voters in Centre County. The precinct of the week is #10 Philipsburg Borough with 490 registered voters. In the May primary, they had 135 ballots cast for a 27.55% voter turnout.

B. Announcements

XIV. EXECUTIVE SESSION REPORT

XV. PUBLIC MEETING SCHEDULE

Tuesday, September 25, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, September 27, 2018

Finance Committee Meeting – 9:00 AM – Room 146WB

BOC/Salary Board Meeting – 10:00 AM - Room 146WB – AS NEEDED

Retirement Board Meeting – 11:00 AM – Room 146WB

Tuesday, October 2, 2018

BOC Meeting – 10:00 AM - Room 146WB

Employee Benefits Trust – 11:00 AM – Room 146WB

2019 Budget Work Session – 1:00 PM – Room 146WB

Thursday, October 4, 2018

BOC/Salary Board Meeting – 10:00 AM – Room 146WB

Tuesday, October 9, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, October 11, 2018

Prison Board of Inspectors – 8:00 AM - CCCF

BOC/Salary Board Meeting – 10:00 AM – Room 146WB

Employee Benefits Trust – 11:00 AM – Room 146WB

XVI. BID / PROPOSAL SCHEDULE

XVII. ELECTION ANNOUNCEMENTS

Tuesday, October 9, 2018

Last day to REGISTER before the November election.

Tuesday, October 30, 2018

Last day apply for a civilian absentee ballot.

Friday, November 2, 2018

Last day for County Board of Elections to receive voted civilian absentee ballots.

Tuesday, November 6, 2018

GENERAL ELECTION

XVIII. QUESTIONS FROM THE PRESS

XIX. ADJOURNMENT

- XX. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to adjourn the meeting at 10:24 AM.

ATTEST:

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Margaret N. Gray

Administrator